



CSA Data, Financial Reports and Medicaid Reconciliation

6th Annual CSA Conference

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Office of Children's Services



CSA Main Website

www.csa.virginia.gov

The screenshot shows the homepage of the Virginia Office of Children's Services website. At the top, there is a navigation bar with "Virginia.gov", "Agencies | Governor", and a search box labeled "Search Virginia.Gov". Below this is a banner for the Office of Children's Services with the tagline "Empowering communities to serve youth" and an image of children. A dark blue bar below the banner contains the text: "Home || Public Comment is now being accepted on two policy matters before the State Executive Council. Please see the Proposed Policies Open for Contact Us".

The main content area is divided into three columns:

- Left Column (Navigation):**
 - For Parents
 - Systems of Care
 - Virginia Wraparound Center of Excellence (COE)
 - Local Government Contacts
 - Statewide Statistics
 - State Executive Council
 - State & Local Advisory Team
 - CSA Reports and Publications
 - CSA Code/Legislative Updates
 - Gap Survey
 - Archived News
 - View CSA Expenditures (with a globe icon)
- Center Column (Main Content):**
 - Welcome to the CSA Web Site!
 - WHAT IS CSA?**
The Children's Services Act (CSA) is now the name for a law enacted in 1993 that establishes a single state pool of funds to purchase services for at-risk youth and their families. The state funds, combined with local community funds, are managed by local interagency teams who plan and oversee services to youth.
 - Mission Statement**
The mission of the CSA is to create a collaborative system of services and funding that is child-centered, family-focused and community-based when addressing the strengths and needs of troubled and at-risk youth and their families in the Commonwealth.
 - Administration of the CSA**
The State Executive Council (SEC) is the supervisory body responsible for the establishment of programmatic and fiscal policies that support the purposes of the CSA. The Office of Children's Services (OCS) is the administrative entity responsible for implementation of the decisions of the SEC.
 - Vision Statement**
OCS envisions CSA as a national model in providing effective and innovative systems of care statewide for at-risk youth and families. We strive for CSA to be highly regarded as a leader in: improving outcomes for children and their families; facilitating the highest quality technical assistance and training to strengthen the capacity of communities to implement CSA; maintaining high standards for sound fiscal accountability and responsible use of taxpayer funds; and partnering with families and all CSA stakeholders to implement best practices and technology to continually improve the performance of CSA. OCS strives to maintain an enthusiastic, creative and...
- Right Column (Quick Links):**
 - Administrative Memos
 - CSA Policy Manual and User Guide
 - Local Government Reporting
 - CANS
 - Program Audits
 - Technical Assistance
 - Resource Library
 - CSA Service Fee Directory
 - Training Calendar
 - Denial of Funds
 - Quick Links:**
 - Dept of Education
 - Dept of Social Services
 - Dept of Juvenile Justice



Explanation of Terms

- Pool Fund Expenditure Categories and Definitions
- Service Name Definitions



Home > Local Government Reporting/Contacts

For Parents

Systems of Care

Virginia Wraparound Center of Excellence (COE)

Local Government Contacts

Statewide Statistics

State Executive Council

State & Local Advisory Team

CSA Reports and Publications

CSA Code/Legislative Updates

Gap Survey



CSA Statistics Public

- CSA Performance Measures For FY 2015 Performance Measures Instructions
 - CSA Performance Measures / Outcome Indicators Report - FY2015 (Statewide Data Report)
- Performance Dashboard
 - Provides a comparison of state and local performance on key CSA indicators.
- Data Set Reports
 - Statewide & Locality reports on expenditures, assessments, service types, mandate
 - User Guide to producing Dataset Reports
- CSA Pool Expenditure Reports
 - Current and historical information on CSA Pool by FIPS, Medicaid Reports; Locality All
- CSA Filing Status Report
 - Filing Status Report
- For CSA Office Use Only

CSA Pool Reporting

View Filed Reports

1. Record ID	12	13	14	15	16	17
2. FIPS	12	13	14	15	16	17
3. System Date	12	13	14	15	16	17
4. Period End Date	12	13	14	15	16	17
5. DOE Approved	12	13	14	15	16	17
6. FA NOT Approved			14	15	16	17
7. PENDED			14	15	16	17

Transaction History

1. Detailed Pool Fund Reimbursement History - FY17 Updated 1/25/2017		13	14	15	16	17	
2. Transaction History		12	13	14	15	16	17

Supplements

3. View Supplements		12	13	14	15	16	17
4. Supplement Dates		12	13	14	15	16	17

Utilities

4. Refund Report		12	13	14	15	16	17
5. GROSS Expenditure Report		12	13	14	15	16	17
5a. NET Expenditure Report		12	13	14	15	16	17
5b. Effective Match Rate Report		12	13	14	15	16	17
6. Expenditure Comparisons		11vs 12	12vs 13	13vs 14	14vs 15	15vs 16	16vs 17
7. Expenditure \$ Cumulative		12	13	14	15	16	17
8. DOE Approved Pool Totals		14	15	16	17		
8a. Preparer Approved Pool Totals		12	13	14	15	16	17
9. Period Last Report Filed		12	13	14	15	16	17
10. Reports by Period End		12	13	14	15	16	17
12. Pool Report Dates (ALL)		12	13	14	15	16	17
13. Pool Daily History Comparison		12	13	14	15	16	17

Locality Reports

- Medicaid Billings
- Locality Allocations
 - Protected Amounts
- Census by Locality
- Expenditures by Locality
- Expenditure Refunds by Locality
- Explanation of Terms
 - Service Placement Categories Update
 - LECHS Details
 - Pool Fund Expenditure Categories and Definitions
 - Service Names Definitions
- Statewide Pool Expenditures, Census, Unit Cost by Year
- Statewide Pool Expenditures, Census, Unit Cost All Years (FY94-FY16)
- Pool Expenditures, Census, Unit Cost by Locality
- Pool Expenditures by Region
- Pool Reports by Date
- Pool Expenditures by Period FY09-FY16
- Preparer Pool Expenditures by Date
- Fiscal Agent Approved Pool Expenditures by Date
- Date Last Report Fiscal Agent Approved FY09-FY16

http://www.csa.virginia.gov/publicstats/csa_pool.cfm



Crosswalk

Service Name

VS.

Service Placement Type

<http://www.csa.virginia.gov/html/PDF/LEDRS.xlsx>



Crosswalk

Expenditure Category
vs.
Service Placement Type



Crosswalk

Expenditure Category
vs.
Mandate Type



CSA Mandatory Submissions Fiscal Year 18

- LEDRS File Submission (Report Preparer)
- Pool Reimbursement Submission (Fiscal Agent)



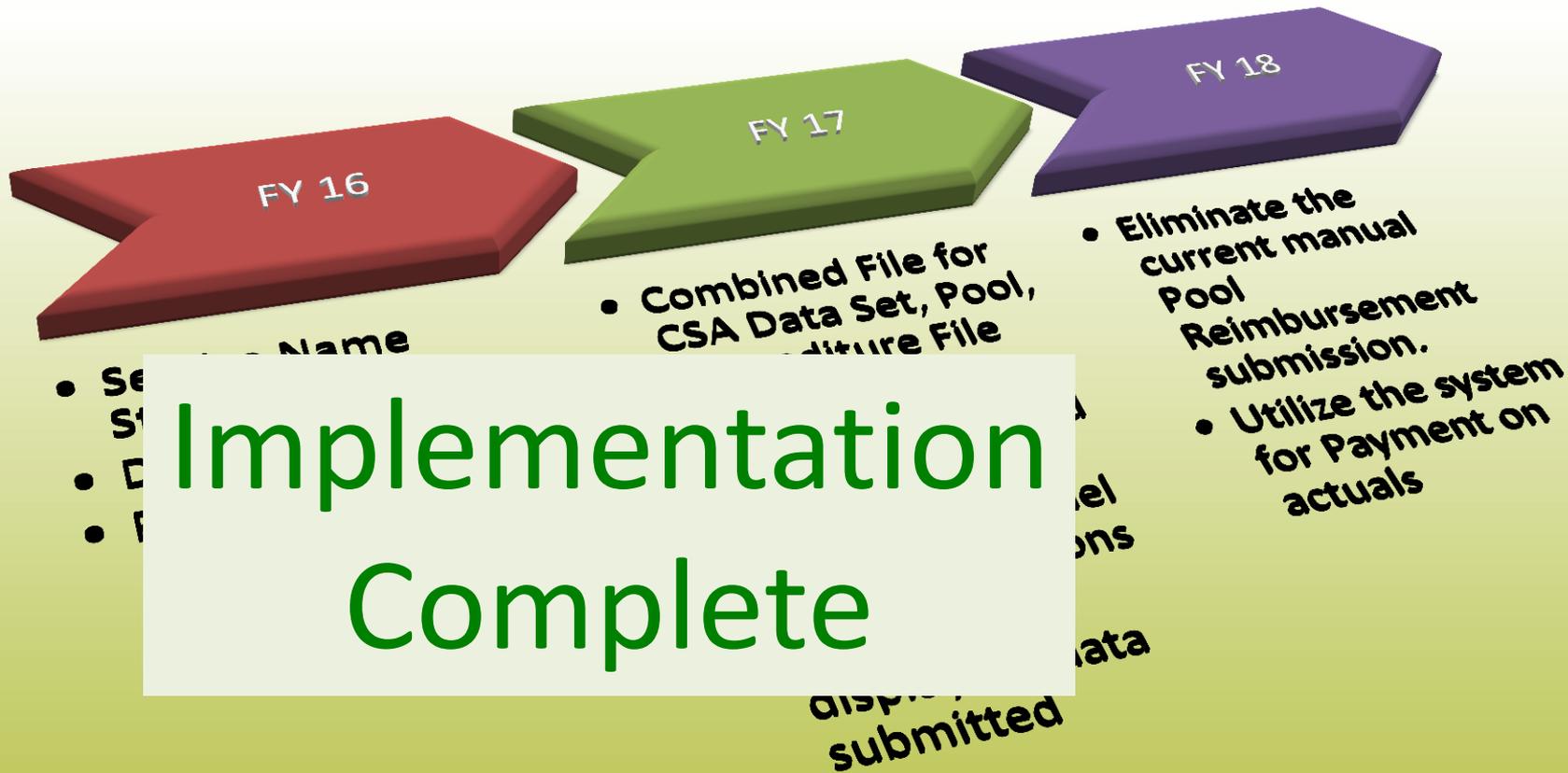
LEDRS File – Title IV-E

- Title IV-E LEDRS file shall be uploaded from File Transfer Login on Local Government Reporting
- File Layout is the same as that of CSA LEDRS
- **Quarterly** file submission frequency

<http://www.csa.virginia.gov/reports/default.cfm>



LEDRS Implementation Timeline





Fiscal Year 18 – LEDRS File

- This file shall contain data extracted after the last submission of a LEDRS file from the locality's IT system
- During the months of July, Aug, Sept, this file shall contain data for 2 Fiscal Years (current & previous)



LEDRS File Submission – Frequency

LEDRS File: Data is submitted at the same frequency as the locality's Pool Reimbursement

Pool Reimbursement Report, no more than monthly and no less than quarterly.

LEDRS file submission shall be in concurrence with Pool Fund Reimbursement request. Files shall be submitted no more than monthly and no less than quarterly.



LEDRS & Pool Reimbursement Relation

- If a LEDRS file is NOT uploaded by the locality. The Report Preparer shall not be able to manually enter and submit the Pool Reimbursement Report.
- The Report Preparer shall have to verify if the pool reimbursement report that the agency is planning to submit matches with the Pool Report generated from the LEDRS file
- LEDRS file need to be submitted sequentially.



Pool Reimbursement Report

1. Report Preparer

- a) Preparers the report

2. Fiscal Agent

- a) Approves the report



CSA other applications

- Local Government Contacts (Rosters)
- Statewide Statistics
- Gap Survey
- CANS
- CSA Service Fee Directory
- Training Calendar



CSA other applications

Virginia.gov Agencies | Governor Search Virginia.Gov

Office of Children's Services Empowering communities to serve youth

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Administrative Memos

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Local Government Reporting

[CANS](#)

Program Audits

Technical Assistance

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[Training Calendar](#)

Denial of Funds

Quick Links:

Dept of Education

Dept of Social Services

Dept of Juvenile Justice



CSA Reports

- CSA Performance Measures For FY2015 and FY2016
- Performance Dashboard
- Data Set Reports
- CSA Pool Expenditure Reports
- CSA Filing Status Report

<http://www.csa.virginia.gov/publicstats/index.cfm>



CSA other applications

Statewide Statistics

- CSA Filing Status Report

http://www.csa.virginia.gov/html/manual_pubs/pubs_adminrepts.cfm

Filing Status Report

[LEDRS CSA Filing Status](#)

[LEDRS Title-IVE Filing Status](#)

[Most Recent Locality Filing Status](#)

[Fiscal Year 2004-2016](#)

[Fiscal Year 2003 & Prior](#)

LEDRS CSA Filing Status Report

[Back to Filing Status](#)

Calendar Year: Month:

CSA - LEDRS Filing status for January

File Names marked with * are Zero dollar submissions

FIPS	Locality Name	CSA File Name	CSA Subn
1	Accomack	-	-
3	Albemarle	-	-
5	Alleghany	CSA_5_M_2017_1_1.txt	02/23/2017
7	Amelia	CSA_7_M_2017_1_1.txt	02/09/2017
9	Amherst	-	-



CSA other applications

Statewide Statistics → Most Recent Filing Status Report

Most Recent Locality Filing Status Report

FIPS	Locality Name	CSA File Name	CSA Submitted Date	Title IV-E File Name	Title IV-E Submit Date	Pool Period End	Pool Submit Date
1	Accomack	CSA_1_M_2016_12_1.bt	01/30/2017	T4E_1_Q_2016_2_1.bt	01/25/2017	12/31/2016	02/02/2017
3	Albemarle	CSA_3_M_2016_11_1.bt	12/14/2016	T4E_3_Q_2016_2_1.bt	02/01/2017	10/31/2016	11/10/2016
5	Alleghany	CSA_5_M_2017_1_1.bt	02/23/2017	T4E_005_Q_2016_2_1.bt	01/31/2017	12/31/2016	01/30/2017
7	Amelia	CSA_7_M_2017_1_1.bt	02/09/2017	T4E_7_Q_2016_2_1.bt	01/26/2017	01/31/2017	02/09/2017
9	Amherst	CSA_009_M_2016_9_1.bt	02/13/2017	T4E_9_Q_2016_2_1.bt	01/25/2017	09/30/2016	02/17/2017
11	Appomattox	CSA_11_M_2017_1_1.bt	02/14/2017	LOCAL_Title4e2_011_20160405_090834.csv	04/05/2016	12/31/2016	01/17/2017
13	Arlington	CSA_13_M_2017_1_1.bt	02/23/2017	T4E_13_Q_2016_2_1.bt	01/27/2017	12/31/2016	01/26/2017
15	Augusta	CSA_15_M_2017_1_1.bt	02/01/2017	T4E_15_Q_2016_2_1.bt	01/13/2017	01/31/2017	02/01/2017
17	Bath	CSA_17_M_2017_1_1.bt	02/02/2017	T4E_17_Q_2016_2_1.bt	01/06/2017	01/31/2017	02/07/2017
19	Bedford County	CSA_19_M_2017_1_1.bt	02/22/2017	T4E_19_Q_2016_2_1.bt	01/31/2017	01/31/2017	02/22/2017
21	Bland	CSA_21_M_2017_1_1.bt	02/03/2017	T4E_21_Q_2016_2_1.bt	01/05/2017	12/31/2016	01/04/2017
23	Botetourt	CSA_23_M_2017_1_1.bt	02/02/2017	T4E_23_Q_2016_1_1.bt	12/22/2016	01/31/2017	02/02/2017
25	Brunswick	CSA_25_M_2017_1_1.bt	02/02/2017	T4E_25_Q_2016_2_1.bt	01/18/2017	01/31/2017	02/02/2017
27	Buchanan	CSA_27_M_2017_1_1.bt	02/02/2017	T4E_27_Q_2016_2_1.bt	01/12/2017	01/31/2017	02/02/2017
29	Buckingham	CSA_29_M_2017_1_1.bt	02/17/2017	T4E_29_Q_2016_2_1.bt	01/16/2017	11/30/2016	01/23/2017
31	Campbell	CSA_31_M_2017_1_1.bt	02/08/2017	T4E_31_Q_2016_2_1.bt	01/31/2017	01/31/2017	02/08/2017
33	Caroline	CSA_33_M_2017_1_1.bt	02/07/2017	T4E_33_Q_2016_2_1.bt	01/18/2017	01/31/2017	02/07/2017
35	Carroll	CSA_35_M_2017_1_1.bt	02/01/2017	T4E_35_Q_2016_2_1.bt	01/06/2017	01/31/2017	02/01/2017
36	Charles City	CSA_036_M_2017_1_1.bt	02/03/2017	T4E_036_Q_2016_2_1.bt	01/31/2017	01/31/2017	02/03/2017
37	Charlotte	CSA_037_M_2017_1_1.bt	02/01/2017	T4E_37_Q_2016_1_1.bt	11/07/2016	01/31/2017	02/01/2017
41	Chesterfield	CSA_41_M_2017_1_1.bt	02/13/2017	T4E_41_Q_2016_1_1.bt	02/01/2017	01/31/2017	02/15/2017
43	Clarke	CSA_043_M_2017_1_1.bt	02/22/2017	T4E_43_Q_2016_2_1.bt	01/18/2017	12/31/2016	01/11/2017
46	Craig	CSA_45_M_2017_1_1.bt	02/09/2017	T4E_45_Q_2016_2_1.bt	01/13/2017	01/31/2017	02/14/2017
47	Culpeper	CSA_47_M_2017_1_1.bt	02/08/2017	T4E_47_Q_2016_2_1.bt	02/06/2017	01/31/2017	02/08/2017



Upcoming Changes in FY18

- CSA Main website
 - Look and feel
 - Newer Technology
- Local Government Contacts
 - Creation of new Users
 - Verification of existing contacts for system access
 - Role based system



Upcoming Changes in FY18

- Local Government Reporting
 - Report Preparer Reporting Application
 - Monthly Reporting or Zero \$ Reporting
 - Fiscal Agent Approval Application
 - CBDRS
- Statewide Statistics Reports



Age Validation

Mandate Type	Business Rule
1=Foster Care Abuse/Neglect - Prevention 4=Foster Care Child in Need of Services(CHINS) - Prevention 5=Foster Care CHINS - CSA Parental agreement* 11=Non-mandated	<u>Up to age 18</u> The (DOB – Service End Date) should be less than 216 months
2=Foster Care Abuse/Neglect - DSS Non-custodial agreement 3=Foster Care Abuse/Neglect - Local DSS Entrustment/Custody 6=Foster Care CHINS - Entrustment/Custody 7=Foster Care - Court Ordered for truancy 8=Foster Care - Court Ordered for delinquent behaviors	<u>Up to age 21</u> The (DOB – Service End Date) should be less than 252 months
9=Wrap-Around Services for Students With Disabilities 10=Special education services in an approved educational Placement	<u>On or Before 9/30 through age 21 years 11 months</u> The (DOB – Service End Date) should be less than 263 months <u>After 9/30 through age 22 years 11 months</u> The (DOB – Service End Date) should be less than 275 months



Upcoming Changes in FY18

Training / Webinar

July/August Timeframe



Data Security

- CSA is NOT on a private network. All communications to and from state and local is transmitted through the Commonwealth's enterprise network along with communications to and from many other state agencies.
- LEDRS File SHOULD NOT be send as email attachments
- In order to protect the confidentiality of sensitive information (e.g. Personally Identifiable Information (PII) : Name, Address, SSN, DOB, Phone#, OASIS Id etc.) transmitted in electronic communications, it is necessary to encrypt the sensitive information prior to transmission.
- Use Microsoft File Encryption to encrypt sensitive information that will be sent over the Internet.



For more information:

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